

**OHIO CATHOLIC
EDUCATION ASSOCIATION**

**CATHOLIC CONFERENCE
OF OHIO**

OCEA

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DIOCESE OF CLEVELAND

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DIOCESE OF COVINGTON

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SOUTH BEND*

ARCHDIOCESE OF INDIANAPOLIS

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DIOCESE OF STEUBENVILLE

DIOCESE OF TOLEDO

*DIOCESE OF WHEELING-
CHARLESTOWN*

DIOCESE OF YOUNGSTOWN



June 29, 2011

Dear Amy and Kristi:

Your presentation(s) for the OCEA Convention (October 3-4) at the Hyatt Regency Hotel/Convention Center in Columbus is/are scheduled as follows:

Introducing Wikis Into the Classroom

Monday

3:30 pm

Taft D

****If your presentation involves co-presenters, this and other communication will be sent only to you: please share the information with your co-presenters. ****

Each presentation is one hour in length, unless noted otherwise. ***We cannot honor requests for changes in the date(s), time(s), or locations of your presentation(s).***

Presenters and co-presenters should ***not*** register for the convention on their own or through their school, parish, or diocese. The OCEA will register you for the Convention and cover the cost (\$100) of your registration fee. If your presentation involves co-presenters, the OCEA office will register your co-presenters and pay the registration fee for up to a total of 3 persons per presentation.

AFTER AUGUST 1, you will find information and directions regarding audio-visual equipment, use of computers, parking, handouts, etc., at the OCEA website. Go to www.oceaconvention.org, and click on the link for OCEA presenters. **Please read this information carefully, as the items noted can be provided ONLY according to the directions and deadlines on the website.**

If you requested Internet access when you submitted your OCEA proposal, we will make every effort to accommodate you. Because of the cost, we cannot honor any new requests for Internet access. Please attend to the information on the OCEA website regarding use of computers (*see above*).

The official OCEA program booklet will be available online, after August 1, at the OCEA website (www.ohiocathconf.org). Printed copies of the program booklet will be distributed to teachers, parish catechists, and catechetical leaders through diocesan offices. Others may request a newsprint copy of the program after August 1 by contacting the OCEA office at 614-224-7147, or e-mailing Theresa Bowser (tbowser@ocsaa.org).

If you change your e-mail address, or your U.S. Postal address, or if you will not be able to present at the OCEA Convention, **please notify our office as soon as possible.**

We would appreciate an acknowledgment that you received this notification.

If you have further questions, please contact Carolyn Jurkowitz (cjurkowitz@ohiocathconf.org) or Theresa Bowser (tbowser@ocsaa.org) by e-mail, or by calling (614) 224-7147.

Thank you for being a presenter at this year's OCEA Convention.

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